

Flood Management Advisory Committee (FMAC)

Developing and involving a FMAC is the core of the Comprehensive Flood Hazard Management Plan (CFHMP) public involvement process. Sometimes CFHMPs are adopted by cities and counties as part of their Growth Management Act (GMA) Comprehensive Plan; therefore it is important that a representative committee process be used to formulate recommendations for the City Council to consider. Effectively using a FMAC is also important to demonstrate to the City Council that the affected community has been involved and supports adoption of the CFHMP. The following information provides an overview of your committee member expectations and roles and the meeting purposes and frequency.

Expectations and Roles of the Flood Management Advisory Committee

It is expected that the FMAC members will prepare for and attend four regular meetings and a public workshop. Meetings will be at lunchtime. The workshop will likely to be late afternoon or early evening. Preparation time for later meetings (2-4) and the workshop can take up to several hours in order to review material and come prepared to discuss it. Meetings and the workshop are approximately two hours in length. Sometimes follow-up work will be expected such as reviewing material and emailing comments. Follow-up work may take several hours as well. In addition, it is expected that members communicate with others in their circle regarding the CFHMP project, which might consume a couple hours of their time in-between meetings. Therefore, it is expected that FMAC members will spend roughly 10 hours of their time for each of meetings 2, 3, and 4, and about 5 hours to support the workshop. Adding about two hours for the initial meeting and another two or three hours to possibly attend the CFHMP adoption hearing, would bring the total expected effort to around 39-40 hours. This is a rough number that will vary substantially from committee member to committee member, but it is a reasonable estimate of the minimum effort to expect. The general roles of the FMAC members are briefly described in the table below.

Flood Management Advisory Committee Roles

Role	Description
1	Provide input regarding their experience with flooding problems in the City
2	Learn about flood management issues the City has and local flood management regulations and programs
3	Provide input regarding their desires for long term flood hazard management and help set goals and objectives for the CFHMP
4	Provide input regarding potential solutions to flood management issues and help define flood hazard management alternatives
5	Help evaluate flood hazard management alternatives based on the goals and objectives, and identify the preferred alternative
6	Communicate with others in their circles to help keep interested parties aware of the project and provide feedback from these people to FMAC
7	Assist the City in holding a public open house on the draft Comprehensive Flood Hazard Management Plan
8	Support the CFHMP and agreed upon actions during the public hearing preceding adoption by city Council

It is helpful for the FMAC members to understand their expected roles so that they have a good understanding of how important their involvement is, and when/how they will be able to ensure that their concerns and priorities are included.

FMAC Meeting Purpose and Frequency

The approximate dates and purpose of the normal FMAC meetings are shown in the table below.

Approximate FMAC Meeting Timing and Purposes

Meeting Timing	Meeting Purpose
FMAC Meeting 1 <i>Held within first two months of new project start date, after committee formation work is done.</i>	Introduce the project team and committee members; review the project background, purpose, and process; discuss the Committee's role, expectations on their time, and frequency of meetings; and seek initial feedback from them regarding their concerns, goals, and objectives.
FMAC Meeting 2 <i>Held approximately 4-5 months into the project, after rough draft study area characteristics and flood history chapters are done.</i>	Review City flooding history and characteristics and an initial set of existing problems; seek the Committee's input on problems they are aware of; and begin to categorize problem types.
FMAC Meeting 3 <i>Held approximately 8-9 months into the project, after a rough draft goals and objectives chapter has been completed.</i>	Review draft flood hazard management goals and objectives; seek the Committee's input on goals and objectives; discuss, edit, and finalize goals and objectives as a group.
FMAC Meeting 4 <i>Held approximately 12-13 months into the project after a rough draft flood hazard alternatives chapter has been completed.</i>	Review draft hazard alternative descriptions and evaluation; discuss the alternatives and evaluation process, finalize the selection of the preferred alternative.

**Adoption Public Hearing TBD*